

**BOND ELECTION ADVISORY TASK FORCE
MINUTES****REGULAR MEETING
DECEMBER 14, 2011**

The Bond Election Advisory Task Force convened in a regular meeting on Wednesday, December 14, 2011, at One Texas Center, 505 Barton Springs, Room 325 in Austin, Texas.

Mike Trimble, Capital Planning Officer, called the Task Force Meeting to order.
A quorum was present.

Task Force Members in Attendance:

Frank Fernandez, Chair	Craig Enoch	Leslie Pool
Terry Mitchell, Vice Chair	Linda Guerrero	Tom Spencer
Don Baylor, Jr.	Alfonso Hernandez	Heather Way
Griffin Davis	Jennifer McPhail	

1. CITIZEN COMMUNICATION: GENERAL

Susana Almanza, Montopolis Neighborhood Association & Montopolis Neighborhood Contact Team – Requested the Task Force include construction of a new recreation center for the Montopolis Community in its recommendations for a 2012 Bond proposal. Invited the Task Force to visit the existing recreation center.

2. WELCOME AND INTRODUCTIONS OF TASK FORCE MEMBERS AND STAFF**3. NEW BUSINESS – BRIEFINGS****A. Overview of Bond Election Advisory Task Force charge**

The presentation was made by Molly Scarbrough, Capital Planning Office.

B. Bond development process and proposed Task Force schedule

The presentation was made by Molly Scarbrough, Capital Planning Office.

D. Ethics and Conflict of Interest Rules

This presentation was postponed to the next meeting's agenda.

E. Open Meetings Act and Legal Considerations Regarding Use of City Resources

This presentation was postponed to the next meeting's agenda.

F. Draft bylaws and procedures

The presentation was made by Molly Scarbrough, Capital Planning Office.

4. NEW BUSINESS – ACTION ITEMS**A. Election of officers**

The motion to nominate Frank Fernandez as Chair was approved on Task Force Member Way's motion, Task Force Member Pool's second on a 11-0 vote. The motion to nominate Terry Mitchell as Vice Chair was approved on Task Force Member Way's motion, Chair Fernandez' second on a 11-0 vote.

B. Adoption of bylaws

The motion to adopt the bylaws presented by staff was approved on Task Force Member Pool's motion, Task Force Member Mitchell's second on a 11-0 vote.

C. Establish meeting procedures

The Task Force discussed the potential role of a meeting facilitator for future Task Force meetings would be to assist the Chair and Vice Chair in terms of agenda time management and meeting procedures. The Chair/Vice Chair would still lead the meetings, but the facilitator would allow Chair and Vice Chair to fully participate in meetings by keeping the discussion on track. It was noted that the facilitator's role should be limited in scope because natural deliberation amongst Task Force members will be important in accomplishing their charge. Mr. Trimble stated that staff would bring a proposed scope for a facilitator to the Task Force at a meeting in January.

The motion to have a meeting facilitator for future Task Force meetings was approved on Task Force Member Enoch's motion, Task Force Member Hernandez' second on a 11-0 vote.

D. Set meeting schedule

The motion to set the Bond Election Advisory Task Force meeting schedule based on "Option 1" as presented by staff was approved with the following friendly amendment on Task Force Member Enoch's motion, Task Force Member Davis's second.

Task Force Member Pool offered a friendly amendment to hold meetings at the Town Lake Center building instead of One Texas Center when Town Lake Center is available on the same date. This was accepted by the maker of the motion and the second. The Motion passed on a 11-0 vote.

E. Next meeting's agenda

Chair Fernandez noted that per the bylaws there is an opportunity to add items to the agenda if two Task Force members sponsor it, and the request is provided to staff no less than 5 days prior to the meeting.

Task Force members requested that staff provide historical information regarding how bond investment decisions were made in the past. A specific request was made to receive background on the process the bond committee went through for the 2006 Bond Election – what worked, and what they would have done differently.

The motion to set next meeting's agenda as presented by staff, with the items not reached on the agenda for the current meeting, was approved with the following friendly amendment on Task Force Member Hernandez's motion, Task Force Member Baylor's second.

Task Force Member Way offered a friendly amendment to include a presentation on the 2006 bond development process. The friendly amendment was accepted by the maker and the second. The Motion passed on a 11-0 vote.

5. ADJOURN

Chair Fernandez adjourned the meeting at 7:28 p.m. without objection.

